

14 May 1981

MEMORANDUM FOR: Executive Secretary
FROM: Director of Central Intelligence
SUBJECT: Incoming Letters

Tom:

I see too many letters for the first time about ten days after they are written. What brought this to mind was one that came in from [redacted] written 1 May regarding his departure for the Soviet Union on 10 May. It got in to me around 11 or 12 May. I would like to see important letters right away and either drop a note acknowledging them or specify how I want them answered.

STAT

This is about the third time [redacted] wrote about an imminent trip to the Soviet Union without my seeing the letter until after he has left. Let's figure out some way to handle these letters so that they can be reacted to much more properly.

STAT

[redacted] *for*
William J. Casey

STAT